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MAR 1971

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100200061-8

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1 March 1971

MEMORANDUM FOR: [REDACTED]

FROM :

SUBJECT : Reduction in Costs of Reports

1. On 1 March 1971 [REDACTED] SR&CD, advised that significant savings have been achieved in the reporting costs of SPECLE reports, numbers 080 and 081 (Category #4).

2. As of 1 October 1970 the total monthly computer pages for these reports was 91,600 (multicopy) which, at \$.03 per page, cost \$2448 per month --- or \$29,376.00 per year.

3. As of March 1971 the number of computer pages per month has been reduced to 43,200 (multicopy). At \$.03 per page, the current costs are \$1296.00 per month --- or \$15,552.00 per year.

4. Yearly savings (\$29376-\$15552) = \$13,824.00

5. Essentially the same information requirements are being satisfied. The savings have been realized by reformatting the reports, compacting the data on the pages; and by scheduling segments of these reports on an "as needed" (instead of monthly) basis.

6. Since the inventory, there has been no change in the costs of reports in the CAPER series. The Design Specifications for the new CAPER system is scheduled for completion by April 1971. Implementation is scheduled for the summer of 1972. It will produce more comprehensive reports than the existing CAPER, and many reports which are now produced manually. Details regarding the costs of the